

# P R E S E N T A T I O N

## A good writer should:

- Maintain neatness.
- Use appropriate spacing.
- Use clearly formed or typed letters.
- Use appropriate font(s) and size(s.)
- Use appropriate style sheet as directed.
- Use white space to allow reader to focus on text.
- Use illustrations effectively and when appropriate.
- Use form and presentation to enhance the meaning.
- Use titles, bullets, numbering, and other markers effectively.

